

## PERSON SPECIFICATION

### L76 Senior Solicitor (Planning, Property, Contracts and Procurement)

Specification Type	Additional/changed requirements	E/D	Measure
<b>Personal Skills</b>	Good communication and interpersonal skills	E	3
<b>Personal Skills</b>	Strong literacy skills	E	1,2,4
<b>Personal Skills</b>	Self-motivated with an ability to handle a large and varied complex caseload	E	1,3
<b>Personal Skills</b>	Ability to manage and work to tight deadlines	E	1,2
<b>Personal Skills</b>	Ability to represent the Council at internal and external meetings	E	1,3
<b>Personal Skills</b>	Ability to represent the Council in court	E	1,3
<b>Personal Skills</b>	Ability to make considered decisions	E	1,3
<b>Personal Skills</b>	Negotiation and influencing skills	E	1,3
<b>Personal Skills</b>	Resilience, enthusiasm, personal diplomacy and self-motivation	E	1,3
<b>Personal Skills</b>	Ability to innovate, create and act both in a strategic and practical way	E	1,2,3
<b>Personal Skills</b>	Excellent organisational and planning skills	E	1,2,3
<b>Personal Skills</b>	Ability to present a professional and confident image	E	1,3
<b>Experience</b>	Substantial post-qualification experience as a practising solicitor of the Supreme Court of England and Wales or alternatively a Member of the Bar with significant calling and practice.	E	1,3,4
<b>Experience</b>	Experience in advocacy in court	E	1,2,3
<b>Experience</b>	Experience of conducting own caseload	E	1,2,3
<b>Experience</b>	Experience in Planning, Property, Contracts and Procurement areas of law practiced within a Local Authority	E	1,3
<b>Experience</b>	Experience of management within an office environment	D	1,2,3
<b>Attainments/Qualifications</b>	Qualified Solicitor or Fellow of the Chartered Institute of Legal Executives	E	1,4
<b>Attainments/Qualifications</b>	Degree in Law or Equivalent	D	1,4
<b>Attainments/Qualifications</b>	A commitment to maintain knowledge and professional development	E	1,3
<b>Knowledge</b>	Legal framework of Local Government	D	1,2,3
<b>Knowledge</b>	Conduct a range of Local Authority cases either litigious, non-litigious or both or similar	E	1,2,3
<b>Knowledge</b>	Computer literate	E	1,4
<b>Knowledge</b>	Knowledge of the principles of probity and public life	D	1,3
<b>Special Requirements</b>	Ability to work outside the ordinary working week hours, in particular the attendance at evening meetings of the Council and various committees	E	1,3

**Car Allowance:**

This post carries a designated car user status.

**E/D:**

Essential (E)

Desirable (D)

**Measure:**

1. Application form
2. Test after shortlisting
3. At interview
4. Documentary evidence
5. Other [please specify]